

Vacancy Details

Personnel Notice: 54-10
Date Announced: 12/20/2010
Closing Date: 1/11/2011 12:00:00 AM
Command: Naval History and Heritage Command
Grade: GS 14/15
Type: Attorney

There is a new position opening for a senior attorney to serve as Counsel, Naval History and Heritage Command (NHHC), located at NHHC Headquarters, at the historic Washington Navy Yard, in Washington, DC. NHHC Counsel reports to Counsel, Chief of Naval Air Training (CNATRA), Corpus Christi, TX.

NHHC is an echelon II command under Director, Navy Staff. The mission of NHHC and its subordinate museums is to: collect, preserve, and protect artifacts, documents, and art that embody naval history and heritage for present and future generations; advance naval history/heritage by professional research, analysis, interpretation, products, and services; make history and heritage "come alive" for Sailors/Marines to enhance readiness and esprit de corps; and recall America to its dependence on the oceans and the need to maintain a strong Navy and Marine Corps to protect its citizens, their freedoms, and commerce.

This position serves as the principal legal advisor to the Director of NHHC and provides legal advice and staff assistance to NHHC and its eleven subordinate museums and activities. The Counsel, NHHC, is expected to have or develop significant experience and skills in a broad range of legal disciplines applicable to federal museums and preservation of historical assets including: Business and Commercial Law with emphasis on: historical preservation law, tax-exempt museum support foundation agreements, Cooperative Research and Development Agreements (CRADAs), Cooperative Agreements, statutory exchanges of historical artifacts under Title 10, admiralty law, international law, and reviewing/drafting legislation; Fiscal Law with emphasis on gifts and other funding arrangements with tax-exempt support foundations; Copyright and Trademark Law pertaining to the collection and dissemination of information, logos, and emblems relative to the Navy's historical collection; Media Law pertaining to granting access to Navy historical property to media sources; and, Ethics, FOIA, and Privacy Act with emphasis on funding and support arrangements with nonprofit organizations, including: the extensive use of gifts to support Navy museums, use of museums for community relations functions, use of volunteers by Navy museums, and standards of stewardship and professional conduct for museum employees.

This position will be filled under the General Schedule (GS) pay system at the GS-14/15 level, depending upon the applicant's qualifications. To be considered for selection at the GS-14 level, applicants must have a minimum of three and a half years of relevant legal experience. To be considered for selection at the GS-15 level, applicants must have a minimum of five and a half years of relevant legal experience to be eligible for consideration.

Applicants will be evaluated on: 1) the depth, breadth, and quality of their relevant legal experience; 2) their demonstrated skills in team building within a staff structure and/or a geographically dispersed chain of command and senior management; 3) the relevance and quality of their legal analysis and writing skills; 4) their oral communication skills, their ability to work closely with a variety of senior military and civilian attorneys within the Navy and other

federal agencies, and the ability to develop a strong attorney-client relationship; 5) their interpersonal skills; and 6) their interest and appreciation of Naval history. Because of the broad scope of the position's anticipated practice, applicants for this new position need not have experience in all areas of law as listed above. An applicant's depth, breadth, and quality of experience, in the legal disciplines set forth above will be favorably considered. Experience in acquisition law, civilian personnel law, property law, environmental law, litigation support, and the organization of the Navy including OGC and JAG Corps are also desirable.

The successful candidate must be a U.S. citizen, have graduated from a law school accredited by the American Bar Association, be an active member in good standing of the bar (any U.S. jurisdiction), be admitted to practice before a state or federal court, and be eligible to obtain and maintain a Secret security clearance.

Interested attorneys may contact Mr. Roger Lawrence, CNATRA Counsel at 361-961-3510.

Applicants should submit an SF-171, OF-612, or resume along with a detailed cover letter applying the evaluation criteria to their professional experience. Send all documents to:

Roger G. Lawrence, Counsel
Chief of Naval Air Training
250 Lexington Blvd, Suite 119
Corpus Christi, TX 78419

It is recommended that applications be sent by electronic mail to roger.g.lawrence@navy.mil or by Federal Express or similar means due to possible security delays in normal mail delivery.

Applicants selected for interviews may be required to provide additional information at the time of the interview, including writing samples; two most recent performance appraisals if available; and the names and telephone numbers of at least three references (other than current supervisors) who may be contacted. Attorneys who graduated from law school after 2005 must provide a copy of their law school transcript and class rank.

This personnel notice will close on January 11, 2011, and applications must be received by that date to be considered.

If the successful applicant is not currently a member of the Navy Office of General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

Applicants eligible for Veterans' Preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit www.opm.gov/veterans and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying Veterans' Preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and/or do not provide adequate supporting documentation for Veterans' Preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color,

religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

Relocation expenses or incentives may be paid but are not guaranteed.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.